## CONTRACTOR DELIVERABLES/REPORTING COMPLIANCE MONITORING

Contractor:	Contract #	SFY:
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DELIVERABLES SUBMITTED	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Family Resource Coordination Staff Report												
Intake Reporting Form												
Completed Initial ISP/Annual ISP												
Completed Review Of The ISP												
Generated Change Of The ISP												
Maintained Contact/Progress Notes												
Completed Transfer/Exit Form												
Transition Planning Form and Transition Plan Timelines												
Submitted Business Continuity and Recover Plan and Training Log												
Developed Internal Policy and Procedure Manual												
Submitted Agencyøs Organizational Chart												
Completed Accurate Monthly Billing and Invoice Packet with Supporting Documentation												
Submitted Summary Of Continuous Quality Improvement Due January 31st												
Submitted Annual Quality Management Plan Due October 31 <sup>st</sup>												
Submitted Annual Family Resource Coordination Program Evaluation Report Due April 30 <sup>th</sup>												
Submitted Annual Family Resource Coordination Program Report Due July 31 <sup>st</sup>												